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25 November 1977

MEMORANDUM FOR: Acting Deputy Director for Administration

25X1A FROM :

Acting Director of Personnel

SUBJECT :

Office of Personnel Report --
Week Ending 25 November 1977

1. (U/AIUG) Retirement Activity: These figures depict total retirement activity for the period 10 August through 31 December 1977. The figures in the clear show totals. The figures in parenthesis represent persons who have opted for options of discontinued service or "involuntary" retirement, the figures in parenthesis are included in the total figure. Thus, of 223 persons to go by 31 December, 67 are going under the "liberal" options.

	<u>Civil Service</u>	<u>CIARDS</u>	<u>Total</u>
Retired	47 (22)	54 (15)	101 (37)
Signed to go	47 (19)	65 (9)	112 (28)
Not signed but appear definite	1 (0)	9 (2)	10 (2)
	95 (41)	128 (26)	223 (67)

2. (U/AIUG) External Placement Assistance: Our Retirement Counseling and Employee Assistance Branch counselors report that there has been an increased demand for the U.S. Civil Service Commission booklet, Retirement Benefits When You Leave Government Early, from personnel not on the VDO list.

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 CL BY 012753
 May be downgraded to
 U/AIUG when separated
 from classified
 attachment.

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3. (U/AIUD) Regulations: The following has been sent to the Regulations Control Branch:

- Proposed revision of [REDACTED], Public Service Awards. 25X1A

- Response to DDO and OGC comments on [REDACTED] and [REDACTED] 25X1A

25X1A

4. (U) Combined Federal Campaign: As of close of business 21 November 1977, \$292,794.00 has been collected for the Combined Federal Campaign which represents 102% of our goal of \$287,215.00. Last year at this time, \$266,112.00 or 92.7% had been collected. On Friday, 18 November 1977, [REDACTED] and nine other keypersons attended the CFC Victory Luncheon at the Washington Hilton. 25X1A

5. (U) Federal Equal Housing: [REDACTED] of Personal Affairs Branch/OP and [REDACTED] from the office of EEO attended the Federal Equal Housing Opportunity Council on Monday, 21 November 1977. Purpose of the meeting was to discuss plans for the commemoration of the 10th anniversary of the U.S. Fair Housing Law. Approximately 30 employees attended from other Federal agencies. 25X1A 25X1A

6. (U/AIUD) Health Benefits: Thus far 96 employees have elected changes in their enrollments in the Federal Employees Health Benefits Program as a result of the Health Benefits Open Season which began on 14 November. This has resulted in a net increase of 46 for the Association Benefit Plan and losses of 17 and 4 for the Blue Cross and Aetna plans respectively. The Open Season continues through 9 December 1977.

7. (S) Retired Annuitants: See attached report.

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COMING EVENTS:

25X1A (1). (U) Recruiter, [REDACTED], and Mr. Ernest
25X1A [REDACTED] of the Office of Economic Research, plan an extensive recruiting trip during the week of 28 November in their search for qualified Economists and minority candidates. They plan to visit the University of Houston, Rice University, Texas Southern, the University of Texas at San Antonio, St. Mary's, and Trinity University. The visit to Texas Southern will include a general briefing to the School of Public Affairs. The trip in the San Antonio area will be targeted toward the recruitment of Hispanics because of the heavy concentration of these people in that area.

(2). (U) The EAA Store has received its annual shipment of fancy shelled pecans. Each year there has been considerable interest in the pecans for holiday baking and cooking. Our representatives in the outlying buildings have been taking orders this week and the actual sale begins on Monday, 28 November. We have 2,004 pounds to sell (sold 1800 pounds last year). The price has increased and with tax is now \$3.50 per pound. There will be a 4-pound limit per customer.

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Att

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25X1A EA-D/Pers/[REDACTED]:rj (25 Nov 77)

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23 November 1977

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES
FOR THE AGENCY (21-25 November 1977) (U/AIUO)

1. (S) The following rehired civilian annuitant case was processed as a new hire:

DDO

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- Independent Contractor, DCD, contract effective 18 November 1977.

2. (S) The following rehired civilian annuitant cases were approved for extension by the Acting Deputy Director for Administration:

DDO

25X1A



- Independent Contractor, EUR Division, one-year extension.

- Independent Contractor, Covert Action Staff, one-year extension.

3. (S) The following rehired civilian annuitant cases were terminated:

DDO

25X1A



- Contract Employee, Central Cover Staff, terminating 31 December 1977.

- Contract Employee, Central Cover Staff, terminating 31 December 1977.

- Contract Employee, Central Cover Staff, terminating 31 December 1977.

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- Contract Employee, Central Cover Staff terminating 31 December 1977
- Independent Contractor, Covert Action Staff, terminating 24 November 1977.

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